ProVu
Motor Carrier Profile Viewer

Federal Motor Carrier Safety Administration
U.S. Department of Transportation

USER MANUAL

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ProVu

Motor Carrier Profile Viewer

Introduction

ProVu is a viewer which allows Federal, State, and private industry users to electronically analyze standard motor carrier profile reports available from the Federal Motor Carrier Safety Administration (FMCSA). This application displays nearly every data element found on the hard-copy version of the carrier profile in an easy-to-understand format which can be sorted, filtered, and optimized by users.

Carrier profiles come from FMCSA's Motor Carrier Management Information System (MCMIS) which is the National repository for historical information on all 600,000 interstate motor carriers operating in the United States. Foreign carriers from Canada, Mexico and Central America who operate in the U.S. are included.   Intrastate carrier data is also being added to MCMIS as States move toward use of a single USDOT number to identify all motor carriers.

Data in MCMIS and on the carrier profile include:

- Motor Carrier Identification   (600,000 companies)
- Driver/Vehicle Safety Inspections   (2.3 million/yr),
- Crashes   (100,000/yr),
- Closed Enforcement Actions   (2,000/yr),
- Compliance Reviews   (10,000/yr)

MCMIS is constantly being updated. States and FMCSA field offices forward safety information collected locally to the MCMIS as soon as it has been accumulated and processed. Just identifying & reporting the basic statistics on 600,000 motor carriers is a daunting task considering there are currently no updating requirements or easy ways to remove out-of-

business operators. Considering the scope of the task, MCMIS is a very effective information system.

MCMIS carrier specific profiles have long been available to the law enforcement community and the general public (for a $27.50 fee). These reports come from the MCMIS mainframe system as paper and electronic documents. Considering that a large carrier may have thousands of inspections during a year, the profile can by quite lengthy.

ProVu solves this problem by analyzing the profile data and reformatting it into tables. The information is then grouped into different views, including crashes, inspections, drivers, vehicles, and violations. Users can apply tools such as sorting and filtering to aid in analyzing much of the profile's data.

PRIVACY NOTICE -- Driver names and identifiers are not included in Profiles ordered by third parties. The ability to sort and filter driver information, even for Profiles ordered by law enforcement is not part of ProVu due to the Privacy Act of 1974

ProVu does NOT provide a method for changing this data. However, included in the software is a document that does explain the process for requesting changes when needed.

This document provides guidance in the use of the ProVu software.

How to...

Import Profile

The list of profiles available for import (Figure 1) is created from the profile text files found in the Profiles folder (or where you save them). If you have received a profile that contains multiple profiles, the individual profile text files will be created from it before Figure 1 is displayed and a message (Figure 2) will appear.

Highlight a profile in the list and press the Ok button to begin import. The profile sort order can be reversed by clicking on the 'Profile' title button. Selection of multiple profiles is performed using standard Windows item selection keys (hold done the Ctrl key while clicking on individual profiles or, to select a contiguous group of profiles, select the first profile and then move to the last one and click on it while holding down the Shift key). To select all profiles, either click on the Select menu and choose 'Select All' or right-click in the grid and choose 'Select All'.
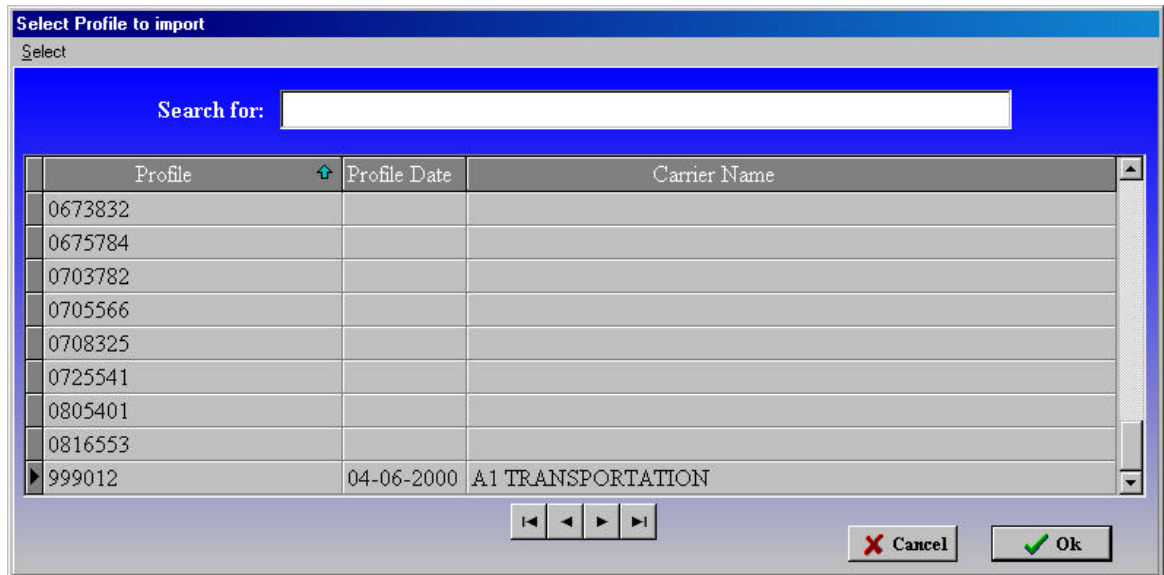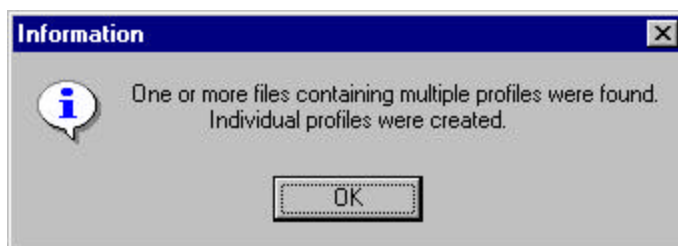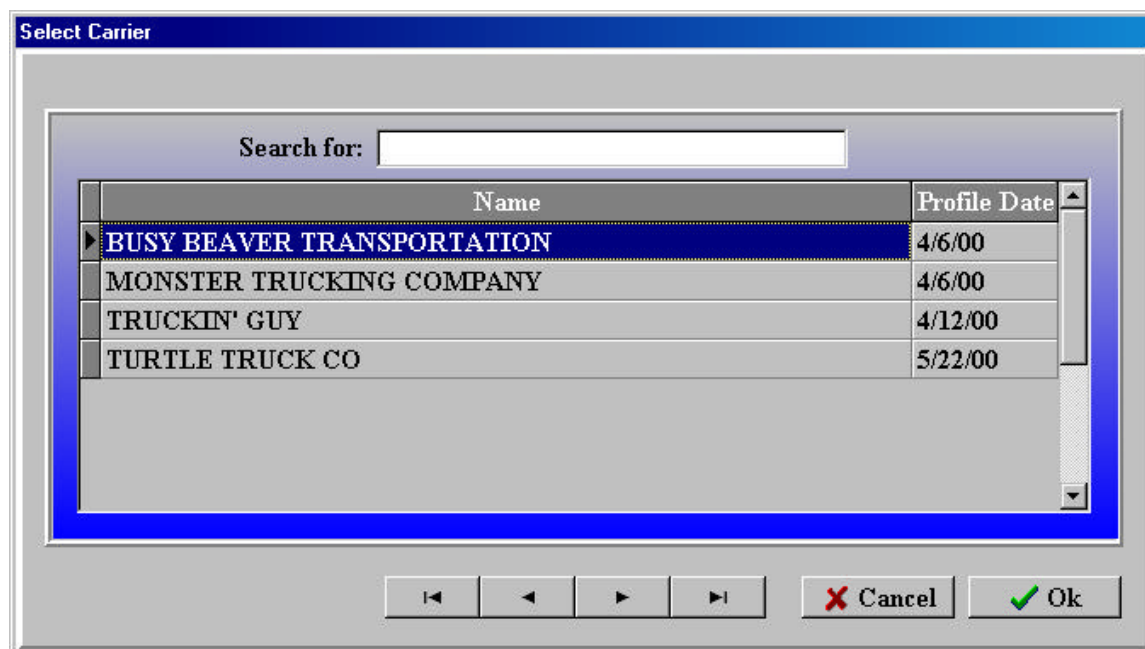

Figure 1

Figure 2

Select Carrier

To select a carrier either locate the carrier by entering the carrier's name in the Search box or find it directly in the grid. Once the name is highlighted, press the Ok button or place the mouse cursor over the highlighted carrier and double-click the mouse button.


Delete Profile

The Delete Profile option removes the carrier information from ProVu.

Select Delete Profile from the File menu. The scrollable ProVu carrier list displays carriers whose profiles have been imported into ProVu. Select the carriers(s) to delete. Click on the Delete button to remove the carrier(s) information from ProVu. A Confirmation message will appear verifying the deletion of the highlighted carrier(s). Select Yes to continue the deletion or No to cancel.

The 'Search for:' box allows for typing the carrier's name for a fast search for the carrier to delete. To sort the list by Name or Profile Date, click on the 'Name' or 'Profile Date' header button. Navigational buttons allow for selecting first, next, previous or last carrier. The Cancel button exits the carrier list.
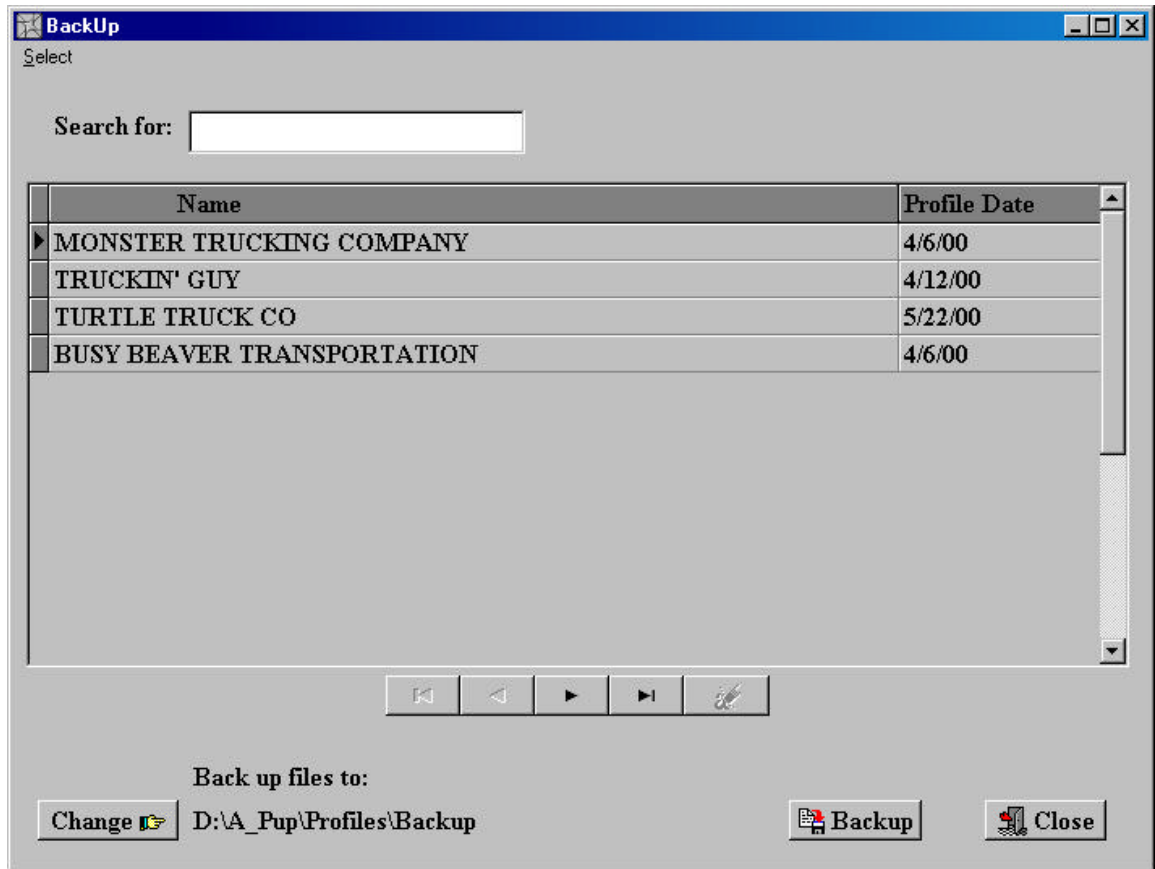
Select Carrier

Search for:	

Name	Profile Date
▶ A1 TRANSPORTATION	4/6/00

Delete |◄   ◄   ►   ►| **Close**
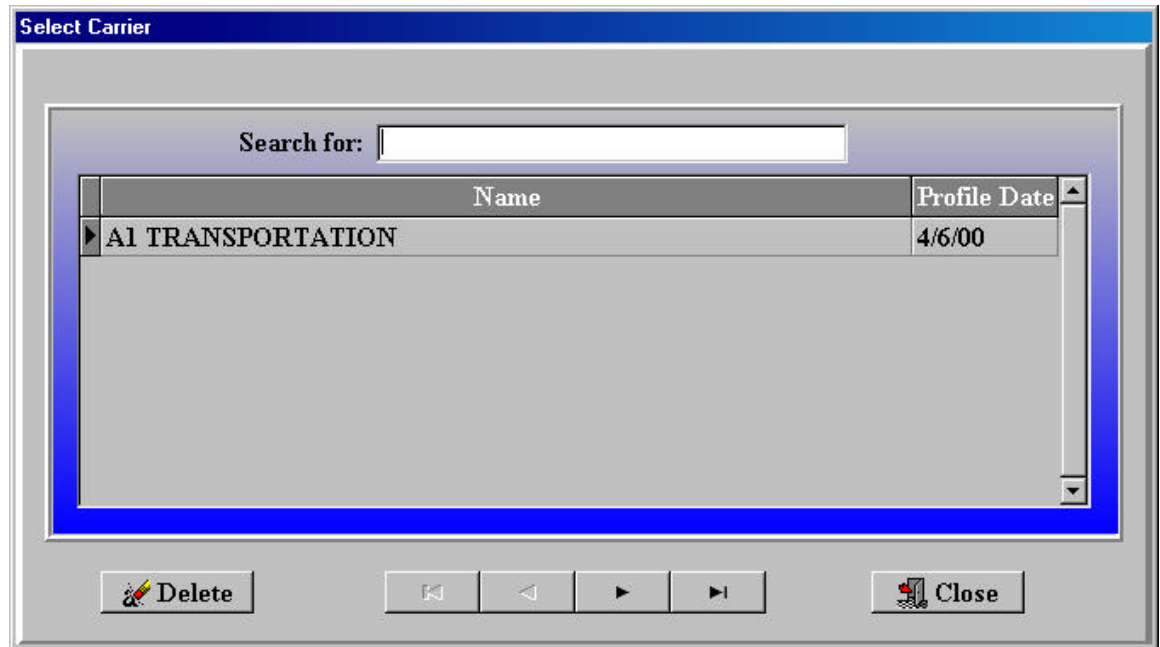
Backup/Archive/Restore

Compressed file

During Backup or Archive of a carrier's data a single file is created which will contain all
of the backed up or archived files in the selected Backup or Archive folder. This single,
compressed file is created in the selected folder. If it was created during the Backup
operation then the name of the file will be Backup.Prv. If it was created during the
Archive operation, then the name of the file will be Archive.Prv. If it is desired to give the
backed up or archived information to another user, the single file can be e-mailed or
copied to floppy disk or other removable media. The person receiving the file can then
copy it to a new or empty folder on his/her computer and Restore will decompress it
automatically when that folder is selected for Restore.

Backup

Copies carrier information to files in a user-selected folder but leaves the information in ProVu.
Also creates a single, compressed file for ease of transfer via e-mail, floppy disk, etc. The single
file (Backup.Prv) is created in the user-selected folder.

First select carrier(s) from the list. Click on a carrier to select it. To select multiple carriers, use standard Windows selection keys (Ctrl-Click or Shift-Click) or use the Select menu choice or right-click in the list. Once selection is made, press the Backup button.

To select or create a different folder press the Change button.

Change folder

Use this button to display the screen shown below. This screen can be used to select or create a new folder to receive Backup or Archive carriers or to Restore from. When this button is pressed while in the Restore screen, a folder containing backed up or archived carriers may be selected but

the Create new folder option, [icon], is not available.
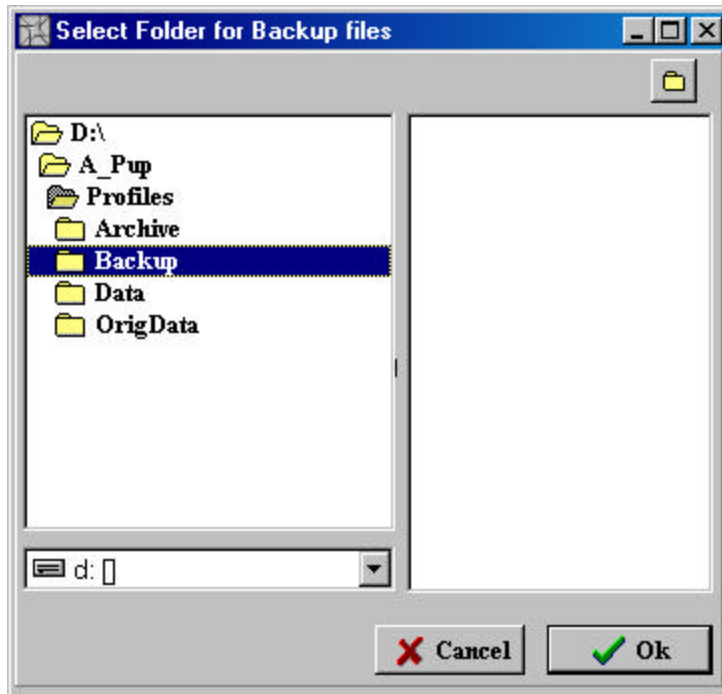
Create new folder

Use this option to create a new folder to hold subject files for the Backup or Archive operations.
This option is available by right-clicking in the directory window or by clicking the folder icon in
the top right corner of the screen. Once selected, an edit box appears in the top left section of the
screen. Enter a folder name and press the 'Accept' button to the right of the box and the folder
will be created. To cancel the Create new folder option, just avoid pressing the 'Accept' button.
If the 'Accept' button is accidentally pressed or if you decide you no longer need the new folder,
you must remove it using Windows Explorer or Windows 'My Computer'.

Archive

Moves carrier information to files in a user-selected folder and removes the information from
ProVu. Also creates a single, compressed file for ease of transfer via e-mail, floppy disk, etc. The
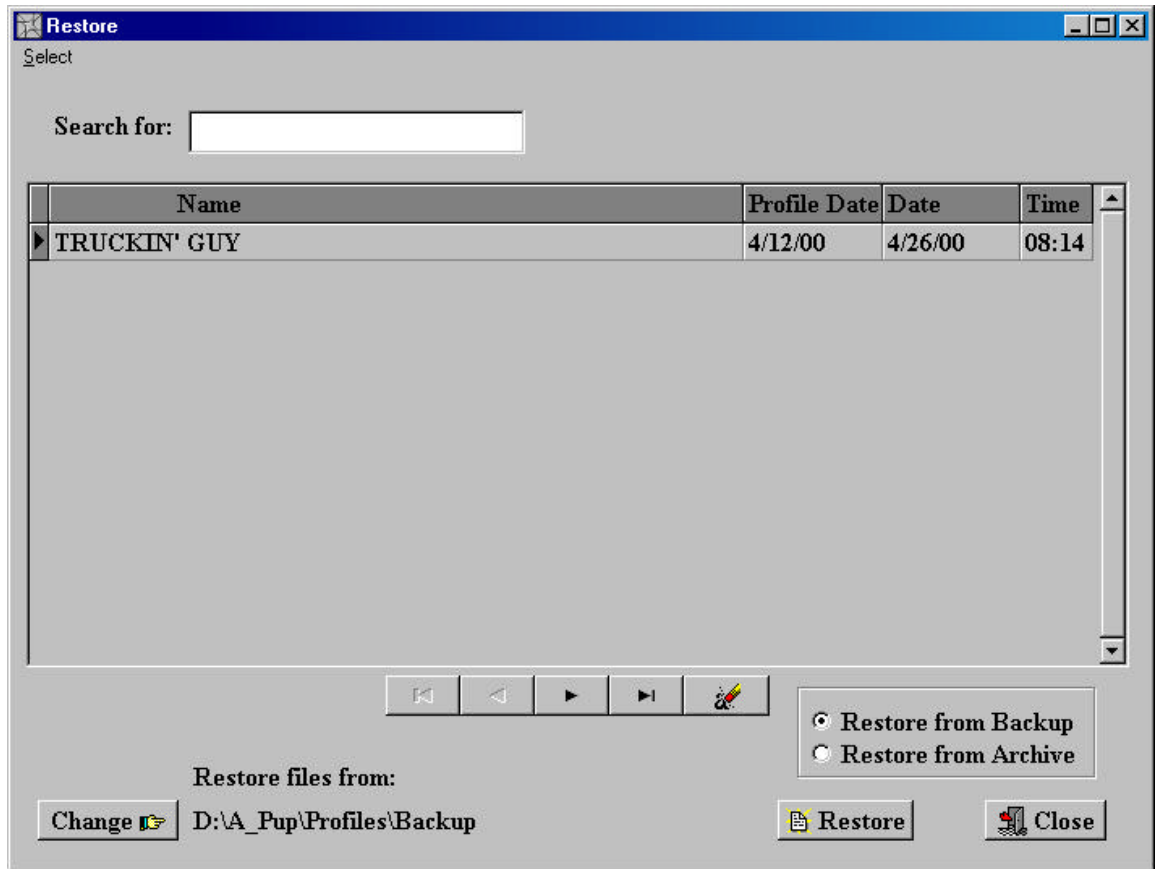single file (Archive.Prv) is created in the user-selected folder.
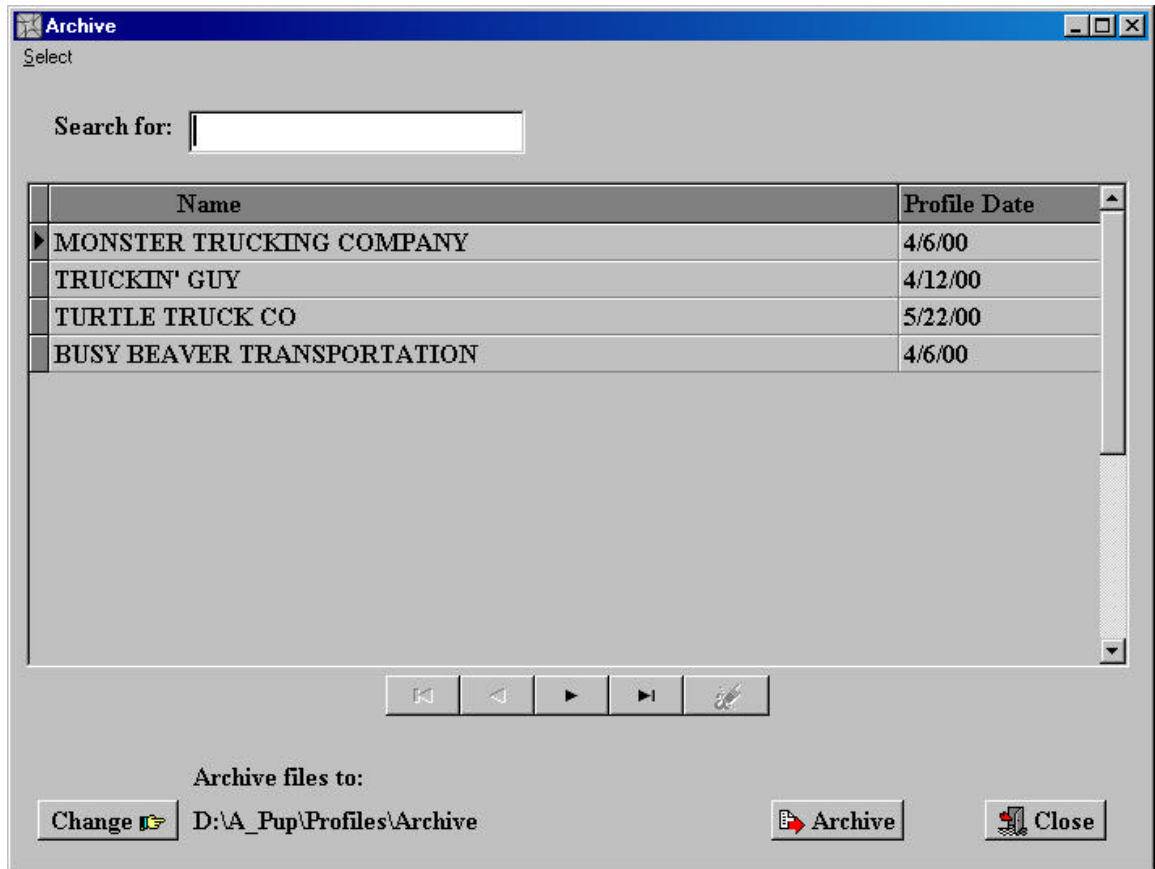
First select carrier(s) from the list. Click on a carrier to select it. To select multiple carriers, use standard Windows selection keys (Ctrl-Click or Shift-Click) or use the Select menu choice or right-click in the list. Once selection is made, press the Archive button.

To select or create a different folder press the Change button.

Restore

Copies carrier information back into ProVu from an Archive or Backup location. If the Archive or Backup location contains a single, compressed file only, it will be automatically decompressed.

First select carrier(s) from the list. Click on a carrier to select it. To select multiple carriers, use standard Windows selection keys (Ctrl-Click or Shift-Click) or use the Select menu choice or right-click in the list. Once selection is made, press the Restore button.

To select a different folder to restore from, press the Change button.

Restore from Backup and Restore from Archive buttons are used to change to the folder containing the most recent backup or archive.

 This button is used to Delete a carrier's information from the currently selected backup or archive folder.

Restore From

Restore from Backup looks for profile tables in the Backup folder containing the most recent Backed up carriers. If they are found, the carriers are displayed in the Restore grid.

Restore from Archive looks for profile tables in the Archive folder containing the most recent Archived carriers. If they are found, the carriers are displayed in the Restore grid.

With either selection, if no profile tables are found but a compressed file is found, the compressed file will first be decompressed before carriers are displayed. If nothing is found in either folder, a panel is displayed that notifies the user that no backed up or archived files were found.

Restore page, Delete Subject

If there are carriers (records) currently displayed on the Restore tab grid that are no longer needed, they may be deleted from the grid display of the currently selected Backup or Archive folder. Select the record to delete and click the Delete button. The records are deleted from the currently selected Backup or Archive folder ONLY. They are not deleted from ProVu's subject list. A confirmation message is displayed before deletion begins. Press 'No' to cancel deletion.
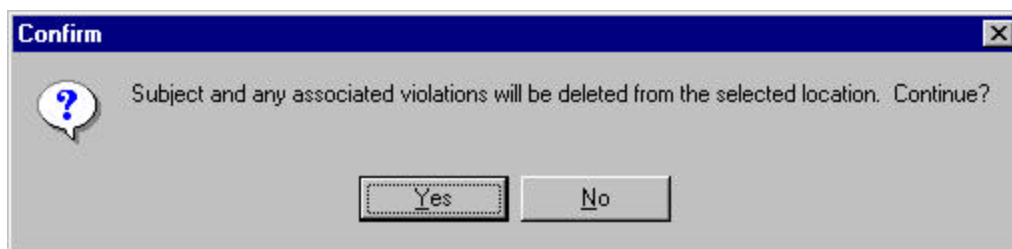
Filters

 Use this to display records meeting user-selected criteria only. This option allows the user to filter the records in the grid associated with the Filter button. Filtering can be on one or more fields (Fields box). Many of the fields have predefined values that may be selected (Figure 1 – By Value tab).
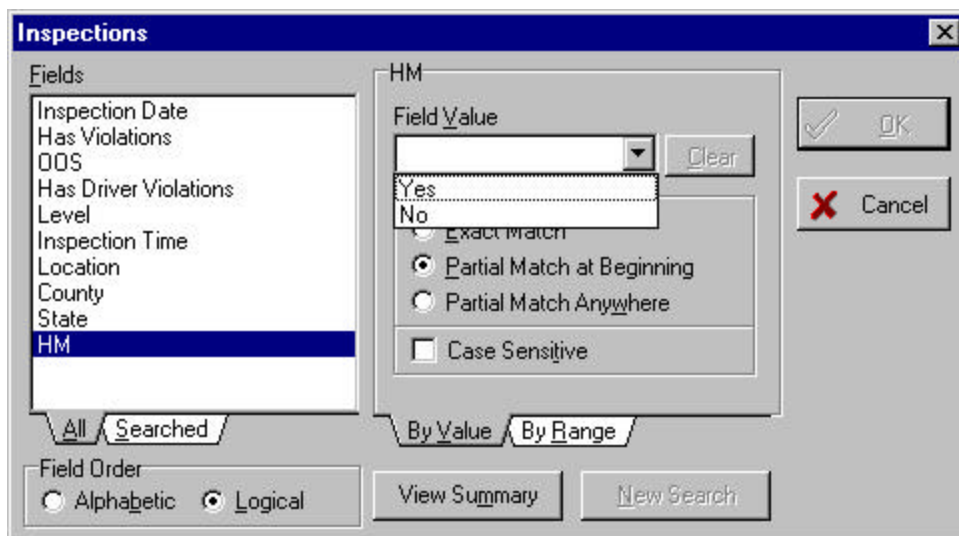
Figure 1

Important note: The menu option – Preferences/Filter Defaults can be used to turn off/on the predefined defaults. The following example assumes that you have turned off predefined defaults and that you will be entering the values manually.

Example: Refer to Figure 2 – If you are viewing the Inspections page and you want to see only level 1 Inspections then you would enter 1 in the Field Value box. You may also combine values with the word 'or'. If you want to see Inspection levels 1, 2, and 5 you would enter '1 or 2 or 5' in the Field Value box (don't enter quotes). Once you press the Ok button you will see only Inspections with levels of 1, 2, and 5.

Figure 2

You may also filter records by range using the By Range tab (Figure 3). Example: If you are viewing the Crashes page and you want to see only crashes where there were injuries you would first select the Injury filed from the Fields box and then enter 1 in the Starting Range box. If you leave the Ending Range box empty then that is the same as saying 'Show me all crashes with 1 or more injuries'. If you are interested in seeing crashes that occurred after a certain date you would select Crash Date in the Fields box and then enter a date in the Starting Range box. If you want to see only crashes that occurred between two dates you would enter dates in both the Starting Range box and the Ending Range box.
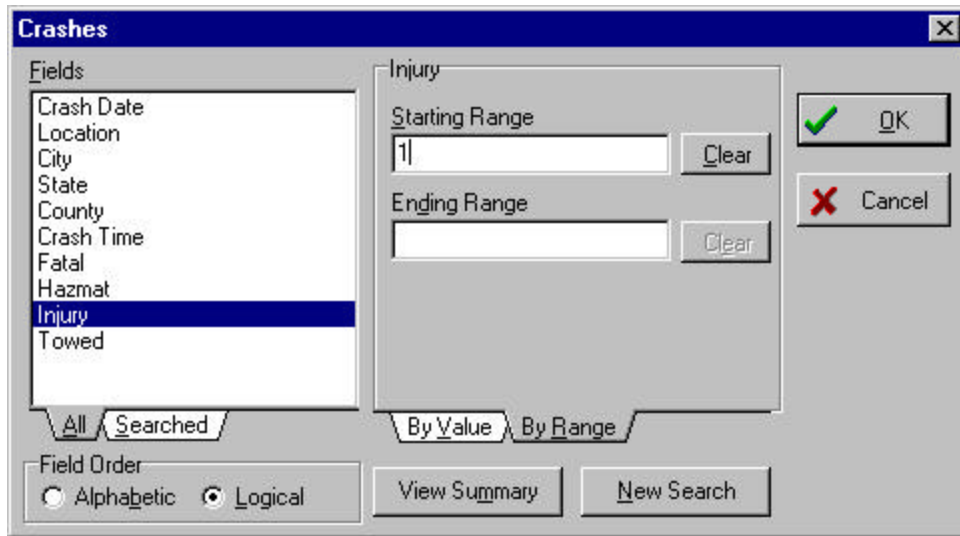
Figure 3

You may filter records on more than one criterion. Figure 4's Searched tab shows that the user selected to see only crashes with injuries where HM was involved. Note that the Clear button is used to clear each filtering choice. To enter more or different field filters, return to the All tab for selections.
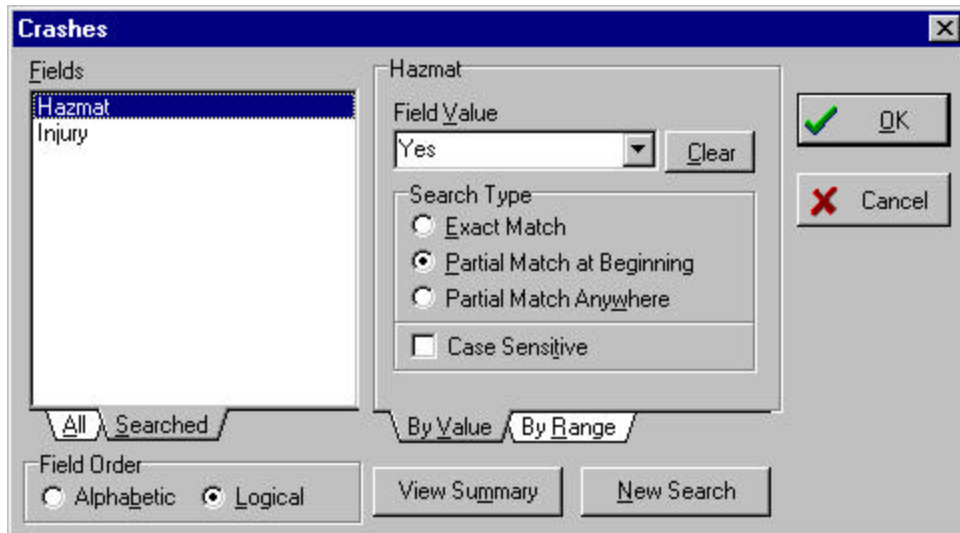
Figure 4

Note that the Clear filter button (Figure 5) can be pressed to clear filters without having to bring up the filter dialog.

To print the information in the grid associated with the Filter button, press the printer button found on the Filter button group* (Figure 5).

Figure 5
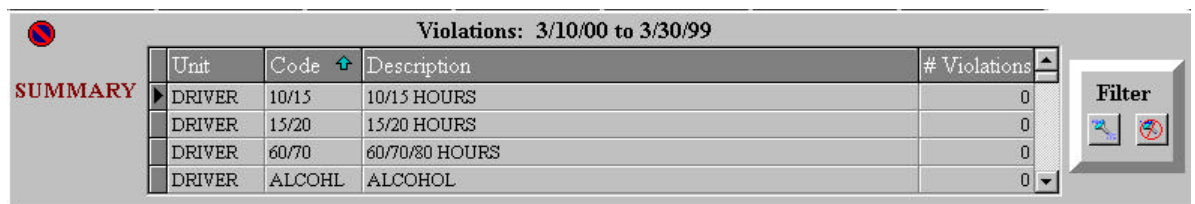
- Available on some ProVu pages only.

Set Filter Defaults

If the menu selection File/Preferences/Filter Defaults is checked then many of the filterable fields in ProVu's data grids have predefined pick lists associated with them in

the Filter Dialog .

For example, the Drivers pages summary grid lists the number of violations for each 'Code' type (Figure 1).

Figure 1

If you press the 'Filter' button and select Code from the Fields box, you will have a list available in the Field value box showing all of the Code values (Figure 2).

Figure 2

If you wanted to see 10/15 violations AND 60/70 violations, then the predefined list would not work. In such a case you would close the filter dialog, uncheck the menu selection File/Preferences/Filter Defaults and then reopen the filter dialog. Again you would select Code from the Fields box but this time you would type '10/15 or 15/20' (without quotes) in the Field value box. Click the Ok button and you will see that the summary grid is showing 10/15 and 15/20 codes only.
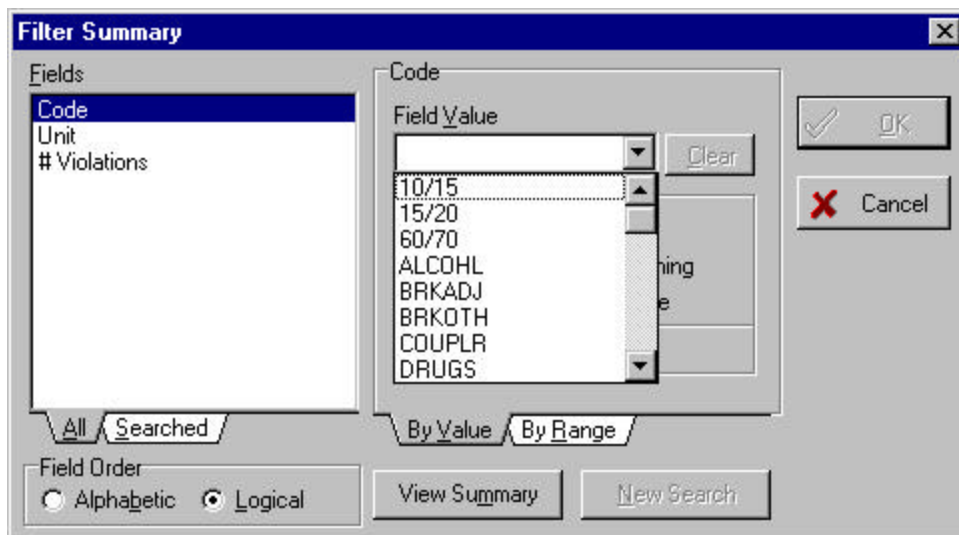
Sorting data grids

The majority of data grids displayed in ProVu can be sorted by field. Figure 1 shows a grid sorted by Code. The arrow shown next to the word 'Code' indicates that it is sorted in ascending order. To sort by another field, mouse click on the header button of your choice (Figure 2).   Also, for most of the sortable grids, the sort order can be reversed (Ascending to Descending or vise-versa) by clicking on the header button a second time. The order will reverse as will the direction of the arrow (Figure 3).

	Unit	Code ⬆	Description	# Violations
▶	DRIVER	10/15	10/15 HOURS	88
	DRIVER	15/20	15/20 HOURS	0
	DRIVER	60/70	60/70/80 HOURS	30
	DRIVER	ALCOHL	ALCOHOL	2

Figure 1

	Unit	Code ⬆	Description	# Violations

Figure 2.   Header buttons

	Unit	Code ⬇	Description	# Violations
▶	VEHICLE	WNDSHL	WINDSHIELD	15
	VEHICLE	WHEELS	WHEELS, STUDS, CLAMPS, ETC.	39
		UNKNOW		0
	DRIVER	TRFENF	TRAFFIC ENFORCEMENT	107

Figure 3

If you want to change the field display order in a grid, click on the header button and drag it to the desired position.

Change the field display order

To change the field display order in a grid, position the mouse pointer on the header button you would like to move. Press the mouse button and hold it down. Drag the header button to the desired position (Figure 2) and then release the mouse button. The field is now in the newly selected position (Figure 3).

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Once the position is changed, the order is saved so that the grid order will remain that way each time you use ProVu (unless you change it).

Name	⬆	Profile Date
▶ A1 TRANSPORTATION		4/6/00

Figure 1

Name	⬆	Profile Date
▶ Profile Date ORTATION		4/6/00

Figure 2

Profile Date	Name	⬆
▶ 4/6/00	A1 TRANSPORTATION	

Figure 3

You can also change (increase or decrease) the grid field width. Using Figure 4 as an example, place the mouse cursor (pointer) just above the right edge of the '# Violations' grid title button. While holding down the mouse button, drag the title button to the right and then release the mouse button. The field width is now increased (Figure 5).

Unit	Code ⬆	Violation Description	# Violations
▶ DRIVER	10/15	10/15 HOURS	88
DRIVER	15/20	15/20 HOURS	0
DRIVER	60/70	60/70/80 HOURS	30
DRIVER	ALCOHL	ALCOHOL	2

Figure 4

Unit	Code ⬆	Violation Description	# Violations
▶ DRIVER	10/15	10/15 HOURS	88
DRIVER	15/20	15/20 HOURS	0
DRIVER	60/70	60/70/80 HOURS	30
DRIVER	ALCOHL	ALCOHOL	2

Figure 5

Set Profiles Location

If you have CAPRI installed then the default location where ProVu looks for profiles is C:\Capri\Profiles. If you don't have CAPRI installed then the default location where ProVu looks for profiles is in the sub-folder called Profiles in the folder where you installed ProVu. If you keep your profile text files in a different folder, then you can use this option to locate that folder. Pressing 'Ok' will save your selected location as the default.
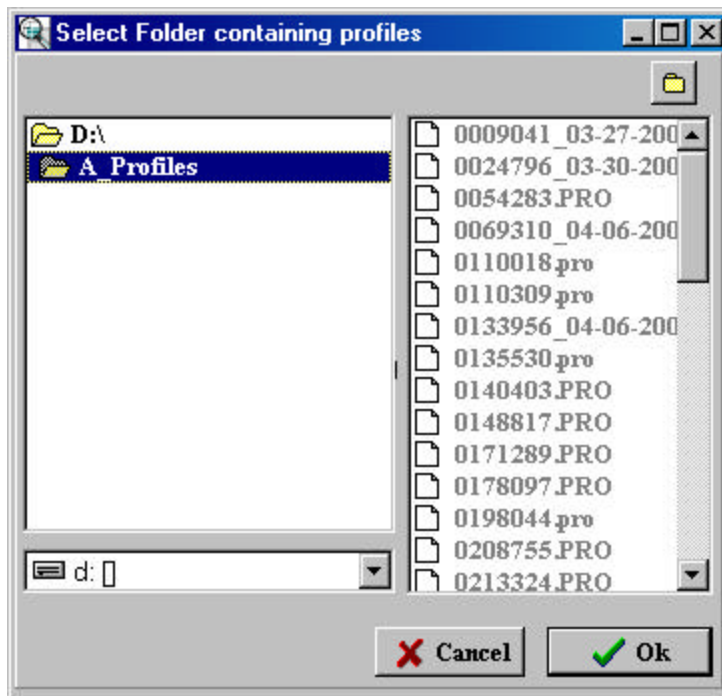
Print profile

The profile text can be printed using the File/Print Profile Text menu option or by pressing the Print button while viewing the text (Profile speed button).

Rebuild Tables

This option rebuilds/repairs the database tables within ProVu. This utility is also available as a stand-alone application. 'Rebuild ProVu tables' can be run from the Windows Start Menu/Programs/Investigation Systems/Utilities group.
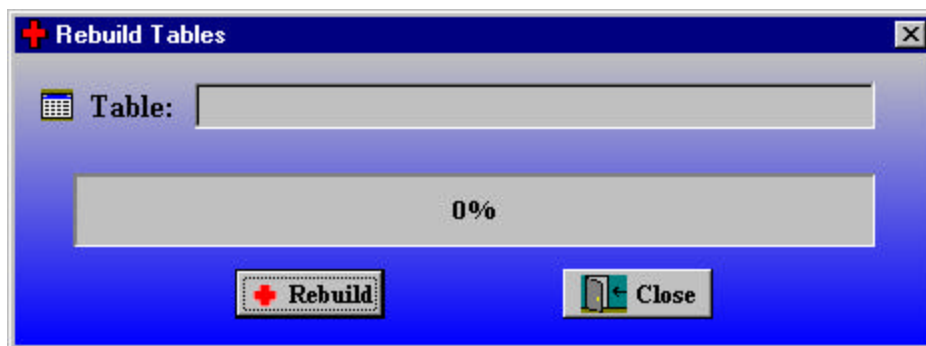
Click on the Rebuild button to begin. The Table section will display the tables being rebuilt. The Percentage bar will display the percentage of rebuilt tables that have been completed. Upon completion the word DONE will be displayed above the bar. The Close button exits out of the Rebuild Tables screen.

Show Hints

Most of the items in ProVu have hints associated with them that appear when the mouse pointer is situated over each item. The hint appears in the status box found at the bottom of the main display (see illustration). Hints will also be shown next to the highlighted item if you have checked <u>S</u>how Hints which is found in the main menu's Preferences group.
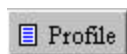
Select highlighted subject	4/26/00 10:21 AM

Speed buttons

📄 Profile	🚫 OOS Rate	🚑 Annual Crashes	☎ Contacts	◆ Problem Resolution

📄 Profile   View Profile Text
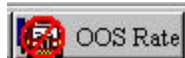
🚫 OOS Rate   Calculate Out Of Service Rate
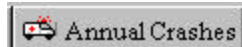
🚑 Annual Crashes   Crashes during previous 365 days

☎ Contacts   State Contacts phone numbers

◆ Problem Resolution   How to resolve problems with data contained in the profile.

Profile
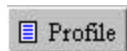
📄 Profile   Profile text viewer. This form can be resized or moved about and will remain visible while the associated carrier information pages are being displayed. The 'Print' button will print the entire text only.

```
 ╔═ Carrier:  A1 TRANSPORTATION - 999012 ══════════════════════════ _□×═╗
 ║  File    Utilities    Preferences    Help                              ║
 ║  ┌──────┐┌──────────┐┌─────────────┐┌──────────┐┌───────────────────┐ ║
 ║  │Profile││ OOS Rate ││Annual Crashes││ Contacts ││ Problem Resolution │ ║
 ║  ┌─ Profile Text ─────────────────────────────────────────────────┐   ║
 ║  │  LS50-CP1Q      MOTOR CARRIER MANAGEMENT INFORMATION SYSTEM  04/06/2000 ▲
 ║  │  REPORT: 1            C A R R I E R   P R O F I L E      VERS. 0001   ║
 ║  │  PAGE  : 1-1                                                         ║
 ║  │                   CARRIER OPERATIONS AND SAFETY RATINGS             ║
 ║  │                   ------------------------------------              ║
 ║  │                                                                     ║
 ║  │  LEGAL NAME    :  A1 TRANSPORTATION                                 ║
 ║  │  DOING BUSINESS AS:                                                 ║
 ║  │  ADDRESS       :  3333 NO PLACE AVENUE                              ║
 ║  │                   TINY PARK CO 80221                                ║
 ║  │                   (303) 555-1212          COUNTY NAME: ALLEN        ║
 ║  │                                                                     ║
 ║  │  USDOT #: 999012                   ICC NUMBERS: 991111              ║
 ║  │                                                                     ║
 ║  │  STATUS     : ACTIVE                                                ║
 ║  │  CLASS      : AUTHORIZED FOR HIRE                                   ║
 ║  │  TYPE       : CARRIER                                               ║
 ║  │  CARRIER OP: INTERSTATE                                             ║
 ║  │  SHIPPER OP :                                                       ║
 ║  │  CARGO      : GENERAL FREIGHT, HOUSEHOLD GOODS, METAL: SHEET, ROLLS ║
 ║  │  HAZMAT C   : CLASS 3/B, CLASS 8/B                                  ║
 ║  │  HAZMAT S   :                                                       ║
 ║  │  DRIVERS    :    180    POWER UNITS:   201                          ║
 ║  │  SAFETY RATING: COND   RATING DATE: MAR 25,2000  REVIEW/AUDIT DATE: FEB 09,2000 ▼
 ║  │                                                                     ║
 ║  │                              ┌─ Print ─┐        ┌─ Close ─┐         ║
 ║  └─────────────────────────────────────────────────────────────────┘   ║
 ║                                                    5/16/00 9:27 AM      ║
 ╚═══════════════════════════════════════════════════════════════════════╝
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OOS Rate

The default values shown on this form are based on the number of power units found in the profile.

If the current number of power units is different than that shown you may enter a new value in the Power Units box and then press the Calculate Rate button. The minimum number of inspections to review is determined as well as the number of OOS inspections found among the inspections. Based on those numbers, the OOS Rate is calculated. The inspections used for the calculations are displayed in the data grid at the bottom of the form.

To activate this help info button, place the mouse pointer over the button and the press and hold down the mouse button. The following will be displayed to explain how the Inspections number is derived.

To close the display, release the mouse button.

Annual Crashes

This form displays information on crashes that have occurred during the previous year.

The left box is based on 365 days prior to the profile date. The middle box is base on today's date and the right box is based on whatever date you enter or select. The crash information for this box is displayed in the grid at the bottom of the form.
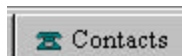
Crashes - Previous Year

Crashes within 365 days previous to:

Profile Date: 4/6/00		Today: 4/26/00	Select:	3/ 1/00
Injuries:	8	8		8
Fatalities:	0	0		0
Towed:	12	12		12
Total Recordable:	12	12		12

	Crash Date	Time	City	State	Injury	Fatal	Tow
▶	4/26/99	05:56	COLORADO	CO	1	0	YES
	4/28/99	21:00		NM	1	0	YES
	5/14/99	09:45		IA	3	0	YES

Close

State Point of Contact Listing

☎ Contacts

To resolve disputed safety records, select the appropriate phone number from this listing.

Problem Resolution

◆ Problem Resolution

Displays a document that explains the procedure for motor carriers to follow in communicating with various jurisdictions about disputed safety records. The document can be printed.

Pages

Carrier Page

Shows general information about the carrier.

Overview Page 1

Shows Review/Rating History, 4 year summary of crashes, and a 2 year summary of inspections.

Overview Page 2

Shows Inspection Characteristics 2 year summary. Displayed in individual grids – One for each year.

Overview Page 3

Shows Compliance Review Details (both rated and unrated). Three grids are displayed - Critical/Acute violations, Factors information , and Crashes (From Compliance Review, Part C).

Enforcement Page

Shows two grids. One for enforcement case information and the other for violations associated with each case.

Crashes Page

Shows four grids. The main grid displays individual crashes. The other three grids display the Driver, Vehicle, and Crash sequence for each crash. As you scroll through the main grid, the other grids display information associated with the selected crash in the main grid.

Inspections Page

Shows four grids. The main grid displays individual inspections. The other three grids display the Driver, Vehicle, and Violations for each inspection. As you scroll through the main grid, the other grids display information associated with the selected inspection in the main grid.

Drivers Page

The main grid displays individual drivers associated with either a crash and/or an inspection. If the driver is associated with a crash then the other two grids show the crash and the vehicle for the driver. If the driver is associated with an inspection then the other three grids dis play the Inspection, Violations, and Vehicle for the driver. As you scroll through the main grid, the other grids display information associated with the selected driver in the main grid. There is a box (see illustration) that changes (along with the grids) and shows whether the information is for a crash or an inspection.

Vehicles Page

Contains a Summary panel and a Details panel.

The Details panel contains multiple grids. The main grid displays individual vehicles, each associated with either a crash and/or an inspection. If the vehicle is associated with a crash then the other two grids show the crash and the driver for the vehicle. If the vehicle is associated with an inspection then the other three grids display the Inspection, Violations, and Driver for the vehicle. As you scroll through the main grid, the other grids display information associated with the selected vehicle in the main grid. There is a box (see illustration) that changes (along with the grids) that shows whether the information is for a crash or an inspection.

The Summary panel contains one grid that shows each vehicle with sums of the number of crashes, injuries, driver violations, etc.

Violations Page

Contains a Summary panel and a Details panel.

The Details panel contains four grids. The main grid displays individual violations. The other three grids display the Inspection, Vehicle, and Driver associated with each violation. As you scroll through the main grid, the other grids display information associated with the selected violation in the main grid.

The Summary panel contains one grid that shows the sum of each type of violation. e.g. 10/15, Drugs, False log, etc.

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